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Deputy Director of Training

**CONFIDENTIAL**

25 November 1953

Chief, Basic Training Division

Weekly Activity Report No. 47  
17 - 24 November 1953

**I. NEW ACTIVITIES**

25X1

**II. OLD ACTIVITIES**

a. With further reference to the number of lectures now being given in Phase II, active steps to reduce the total number of lecture hours to thirty-six by reduction of time in one or two of the lectures and by actual elimination of lectures considered as being adequately covered through other means have been taken. In this same connection, the proper balance of reading material and lectures is being examined further and it is hoped that by the end of this year the proper balance will be achieved.

25X1

b. [ ] C/TAB, advised that the list of films now being used will be completed by next week. This should facilitate review of films with respective chief instructors.

25X1

**III. PERSONNEL CHANGES**

a. [ ] reported to OTR on 23 November as an instructor in the Administrative Branch. She is now attending the current Administrative Support Course.

25X1

b. [ ] reported to OTR on 23 November as an instructor in Phase II. He is attending the current course as an auditor.

25X1

c. [ ] reported to OTR on 23 November as an instructor in Phases II-III. He is scheduled to attend the next BIC (CS), starting 30 November.

25X1

JOB NO. [ ] BOX NO. [ ] FILE NO. [ ] DOC NO. 362 NO CHANGE  
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